

**OFFICIAL MINUTES
MCKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
26 MARCH 2015 MEETING
McKENZIE MUNICIPAL COMPLEX @ 4:30 PM**

I. Call to Order:

Chairperson Dean Robb called the 26 March 2015 meeting to order at 4:30 P.M.

II. Roll Call / Establishment of a Quorum:

MMRPC: Dean Robb, Chair; Keith Priestley*, Vice-Chair; Jill Holland*, Mayor; Garlon Prewitt, Secretary; Ken Mitchum, Gene Hale (Council Liaison); Bobby Young.

Quorum present.

*Absent: Keith Priestley, Jill Holland.

Planning Staff: Shelton I. Merrell, Regional Planner, SW TN Development District

Other: David M. Kelly (Codes Officer Consultant)

Media: None

III. Swearing-in New Commissioner:

Chair Dean Robb swore in reappointed Commissioner Garlon Prewitt.

IV. Reading and Approval of the 26 February 2015 Minutes:

Motion by: Garlon Prewitt; **Second by:** Bobby Young Passed: 5-0

V. Approval of Agenda for 26 March 2015: Reviewed.

Motion by: Garlon Prewitt; **Second by:** Bobby Young Passed: 5-0

VI. Reports:

A. Commissioner Prewitt updated the MMRPC on the progress of the McKenzie Main Streets application. Final review by Mayor Holland, CLG Coordinator Jennifer Waldrup and Garlon Prewitt will be completed before the application deadline. If the deadline is accelerated the application is complete enough to be submitted in its current form, but a final review is preferred.

B. (Information Only-No other MMRPC action required) Chair Dean Robb informed the MMRPC of a recent two-lot subdivision approved by administrative action, Codes Officer and MMRPC Secretary, since no infrastructure or other conditions required full MMRPC review. This approval process is the result of the recently approved "Two-Lot Subdivision Process" approved by the MMRPC.

VII. Old Business:

A. Reevaluation of existing Building Permit fee in order to cover expenses for additional work, i.e., inspections, etc. that often occurs on projects as requested by Mayor Jill Holland was presented by Regional Planner, Shelton I. Merrell. Review and discussion followed.

RECOMMENDED DEVELOPMENT FEES:

SUBDIVISION REVIEW BASED ON NUMBER OF LOTS:

MINOR:	2 LOTS	\$ 75
	3&4 LOTS	\$100
MAJOR:	5 THRU 9 LOTS	\$150
	10 THRU 14 LOTS	\$250
	15 THRU 24 LOTS	\$400
	25 LOTS AND OVER	FEE NEGOTIATED

ADDITIONAL PLAT REVISIONS	\$ 75
SITE PLAN REVIEW (PER REVIEW)	\$ 75
<u>OTHER DEVELOPMENT FEES:</u>	
REZONING APPLICATION	\$ 75
BOARD OF ZONING APPEALS APPLICATION	\$ 75

RECOMMENDED BUILDING PERMIT FEE:

(SEE BUILDING PERMIT FEE CALCULATOR FOR BASE FEES INCL INITIAL INSPECTION)

FEE PER INSPECTION/PER LOT \$ 60* *The per inspection fee was revised to \$60, the amount currently charged by David Kelly, Codes Officer Consultant.

David Kelly, Codes Officer Consultant recommended the MMRPC review the sign permit fee(s) currently in the sign ordinance since considerable time is required for some sign permit applications.

Further discussion and review of the building permit fee calculator failed to result in a thorough understanding of the total building permit fee amount. Charlie Beal, City Recorder was not available at the time of the MMRPC meeting. The Commissioners were in agreement concerning all other fee recommendations but determined it was in the city's best interest to table a final recommendation until Mr. Beal was available to meet with the MMRPC to fully explain the building permit fee calculator.

Motion to Table the Recommendation until the 23 April 2015 Meeting:

Motion by: Gene Hale; **Second by:** Bobby Young Passed: 5-0

XIII. New Business:

- A. Review and discussion on the Goals, Policies and Objectives (Development Plan-Chapter 6) of the current 2029 McKenzie Municipal Regional Planning Commission Land Use and Transportation Plan was presented by Regional Planner, Shelton I. Merrell. Specific emphasis is recommended on the Hwy 22 Office & Residential Zone and the Residential/Commercial aspects of the Hwy 79 corridor (North Highland Ave.). Mr. Merrill recommends a five-year approach to the planning process for the City of McKenzie due to the volatile effects of the economy and unpredictability involved in finite planning. Further discussions, details, maps and other planning and responses will be required to finalize the plan. Future MMRPC meetings will address these issues with the resulting Future Land Use and Transportation Plan as the finished product.

IX. Other Business: Comprehensive Plan training by Regional Planner, Shelton I. Merrell.

A. Meeting Schedule:

Agenda Meeting: Thursday, 09 April 2015 at 2:30 P.M.

Regular Meeting: Thursday, 23 April 2015 at 4:30 P.M.

X. Adjournment

Motion by: Bobby Young; **Second by:** Ken Mitchum Passed: 5-0

The 26 March 2015 McKenzie Municipal-Regional Planning Commission meeting adjourned at 5:37 P.M.